

Skill Building Plan

Use during a one-on-one conversation with a youth to discuss a specific social and emotional skill. This tool is helpful for youth who are having difficulty meeting behavior expectations. The template can help youth reflect on their social and emotional skill growth, create accountability for their actions, and plan for the future.

Why This Matters

- One-on-one conversations with youth are crucial for SEL skill development especially after an SEL expectation has been broken.
- Writing down a plan makes it more likely that staff will continue to check in with the youth about their progress.
- Youth-driven accountability creates additional opportunities for SEL skill growth.

Getting Started

- Program staff should keep track of the Skill Building Plan and follow up with the young person about their progress.

How To Use It

- 1) Youth and staff fill out the form together. Staff could also ask the youth questions and take notes as they talk.
- 2) Ask some of these conversation starters to have a discussion.
 - How did you feel about completing the form?
 - How can others best support you?
 - What are the benefits of having a plan for the future?
 - How do you feel about the plan?
 - How can you hold yourself accountable to your plan?

Take It Further

- Program staff can keep track of Skill Building Plans to track behavior over time and to monitor SEL improvement.
- If needed, program staff can involve parents/guardians in the Skill Building Plan.

Template: Skill Building Plan

Youth Name: _____

Date: _____

Staff Member Name: _____

Reflecting on the Situation

What happened?

What was my response? How did others react?

What is the problem? What can I do to fix it?

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Planning for the Future

Next time I'm in a similar situation, what could I do differently?

What SEL skills will help me the next time I'm in a similar situation? How will I work on this skill?

What support will I need?

When to check in next: